

ASHTON HAYES and HORTON-cum-PEEL
ANNUAL GENERAL MEETING
of the Parish Rooms Trustees
Monday 1st June 2020 at 7.00pm – Via Zoom

AGENDA

1. Apologies for Absence.
2. Review of minutes of last meeting held on 2ND March, 2020.
3. Annual Report – to note Annual Report prepared by Chairman
4. Financial matters
 - a) Sign EOY Cashbook Reconciliation against Statement for 2019-20
 - b) approval of accounts and financial summary for 2019-20 to be submitted to Charity Commission.
 - c) Update on Internal Audit for 2019-20
 - d) Note Cashbook and Out-turn Spreadsheet for 2020-21
5. Building Maintenance.
6. Hirer Agreement – to approve the drafted Hirer Agreement
7. Caretaker – to approve Salary for 2020-21
8. Dates of Meetings for 2020-21
9. AOB
10. Date of next meeting – Monday 7th September, 2020 at 7.00pm